



Classification: Energy Analyst (TED)	Position No. 5400-5837-
CBID: R10	Office: Energy Systems Research
Date Prepared: December 1, 2009	Division: Energy Research and Development
KEY: (E) IS ESSENTIAL, (M) IS MARGINAL	

Under the direction and supervision of the Energy Commission Supervisor II (TED), the incumbent serves as part of interdisciplinary and/or interdivisional teams to plan and implement the Public Interest Energy Research (PIER) Program. The goal of the PIER Program is to conduct research, development and demonstration (RD&D) to advance science and technologies not adequately provided by the regulated and competitive markets. The incumbent is knowledgeable about electricity generation, transmission, and use; applicable environmental laws, ordinances, and regulations; and the environmental implications of advanced energy technologies and their relationship to competitive energy markets. The incumbent performs responsible, varied complex and difficult analyses to support public interest energy RD&D funding; manages RD&D projects; and consults with experts in the field.

WORKING CONDITIONS

The work is performed in an indoor office and meeting room setting involving sitting, standing, and walking. The candidate must work well with people inside and outside the Energy Commission, including members of the general public. Travel is required to attend workshops, manage contracts, hearings and meetings. Additional hours beyond an eight-hour workday or forty-hour workweek may be required. While performing the duties described below, the incumbent will be required to work alone and/or in a team environment, using a personal computer and appropriate Energy Commission software such as word processing, electronic mail and Internet; participate in and lead meetings with other staff and with other agencies.

DUTIES AND RESPONSIBILITIES

40% Program implementation. Based upon research roadmaps and other information, the incumbent will assist in defining and managing the programs goals and objectives of the Energy Innovation Small Grants (EISG) Program. The incumbent will help identify and develop new program solicitations and work to market the program both in and outside the Commission. The incumbent will support the implementation of a research vision that coordinates technology development with California energy policy goals across the different Focus Areas. The Energy Analyst (TED) will assist in identifying program funding needs and present these requests to program and Commission management. The Energy Analyst (TED) also helps develop the information necessary to perform comparative evaluation of energy supply and efficiency improving technologies and alternative fuels; helps analyze issues associated with

energy technology development and use; and helps manage a variety of energy research development and demonstration projects. (E)

- 30% Conduct a variety of research, development and demonstration projects, plan the work scope, prepare the work statement, budget, schedule, special conditions, and measurable technical and economic objectives which will be used to determine project success, and other materials necessary to guide the work; establish and maintain a technical and business relationship with various project participants and contractors; initiate and approve change and redirection; review and evaluate project progress; verify that all agreement terms and conditions have been met before approving payment; conduct independent and in-depth technical reviews of project work conducted; work directly with the project partners and contractors, and make project site inspections to ensure the project meets technical, fiscal, and administrative objectives; publishes the research results; and brief office, division, and Commission management on the status of the project. (E)
- 10% Proposal evaluation. The Energy Analyst (TED) position will assist in assessing project applications submitted to the EISG program, including providing assessment and guidance to Energy Commission management and Commissioners during the selection of highly complex concept feasibility research. This includes determining how well the project addresses the scope of the solicitation criteria including, but not limited to: the extent the project will advance science or technology, address market issues and needs, meet specified target goals and objectives; the skill and experience of the project team to carryout the technical tasks within budget and schedule, and move the results into the marketplace; and the adequacy of project funding. (E)
- 10% Consult with stakeholders including research organizations, other PIER program managers and utility representatives, private developers, and technical experts to identify RD&D opportunities of alternative and advanced energy systems or technologies in California; and define, develop and implement projects and solicitations that provide significant public benefits to California and meet the policy and technical objectives of the PIER Program. (M)
- 5% Technical Transfer. Consult with experts to develop technology transfer strategies to support commercialization of successful projects developed by the Energy Innovation Small Grants Program. (M)
- 5% Other duties as required consistent with the specification of this classification. (M)

I CERTIFY THAT I AM ABLE TO PERFORM, WITH OR WITHOUT THE ASSISTANCE OF A REASONABLE ACCOMMODATION, THE ESSENTIAL JOB DUTIES OF THIS POSITION.	
Signatures	
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Energy Analyst (TED)	Pedro F. Gomez
Date	Date
	Energy Commission Supervisor II (TED)